

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Approved

Of a Regular Meeting of the Library Board of Trustees
Held October 21, 2025,
at the Main Library – Meeting Room

PRESENT: Trustees: Kimberly Hawkins, Pat McKenna-Bausch, Susan Corcoran Waters,
Jennifer Hebert, Sam Sowyrda

Library Director: Jose-Rodrigo Hernandez; Assistant Library Director: Kristine
Casper; Business Manager: Jennifer Mulvihill; Administrative Assistant: Gabriele
Guerra

EXCUSED:

Ms. Hawkins called the meeting to order at 6:30 p.m.

Ms. Waters made a motion, seconded by Mr. Sowyrda, to approve the agenda as presented for the
October 21, 2025, Board of Trustees Meeting. The vote was unanimous.

Ms. Waters made a motion, seconded by Mr. Sowyrda, to approve the amended Library Board of
Trustees Minutes of a meeting held June 17, 2025 to include motion for updated bank signatories.
The vote was unanimous.

Mr. Sowyrda made a motion, seconded by Ms. Waters, to approve the Library Board of Trustees
Minutes of a meeting held September 16, 2025. The vote was unanimous.

A period of public expression was offered.

A motion was made by Ms. Hawkins, seconded by Ms. Waters, that Warrant #12, September End of
Month, totaling \$415,178.72, is paid. The vote was unanimous.

A motion was made by Ms. Hawkins, seconded by Ms. Waters, that Warrant #13, October
Disbursements, totaling \$253,267.27, is paid. The vote was unanimous.

Ms. Hawkins made a motion, seconded by Ms. Waters, that Warrant #17, Q3 Medicare
Reimbursements, totaling \$28,961.52, is paid. The vote was unanimous.

Business Manager Jennifer Mulvihill gave a verbal report that it has been extremely busy due to the
annual audit. She complemented her staff that due to their hard work and extreme organization the
auditors finished early and didn't have to return for the third day they were scheduled for. She was
available for questions.

Committee Assignments: Committees did not meet.

A motion was made by Ms. Waters, seconded by Ms. McKenna-Bausch, to accept the October 2025 Personnel Report, as presented. The vote was unanimous.

Assistant Library Director Kristine Casper didn't have anything to add to her written report and stated she would be asking for approval of two large expenses under new business. She was available for questions.

Director Jose Hernandez elaborated on several items from his written report and was available to answer questions.

Unfinished Business: None

New Business:

Ms. Hebert made a motion, seconded by Mr. Sowyrda, to approve John Daniello 250th Anniversary Display Proposal, as presented. The vote was unanimous.

Ms. Hawkins made a motion, seconded by Ms. Waters, to approve Dell Technologies quote for 16 laptops, as presented. The vote was unanimous.

Correspondence & Communication: None

A period of public expression was offered.

At 7:38 pm a motion was made by Ms. Hebert, seconded by Mr. Sowyrda, to adjourn the meeting. Ms. Hawkins adjourned the meeting at 7:38 pm.

Respectfully submitted:

Prepared by:

Susan Corcoran Waters, Secretary

Gabriele Guerra, Administrative Assistant